

# Completing These 5 Simple Tasks Each Day Will Grow Your Business & Give You Freedom

By Justin Devonshire

So, the world's going crazy for Tony Robbins right now, thanks to his new Netflix movie, "*I am Not Your Guru*".

One of the best things Tony consistently teaches is the power of habits, or rituals.

## **Your daily habits literally shape you.**

A poor person does different things every day than a rich person does.

An overweight person has different habits than a fit, healthy person.

Its just so simple - change your habits and you'll change your results.

I have a set of 5 very specific DAILY habits for massive business success (whilst creating freedom from it, and not getting 'busier')

But I see not enough people following those daily habits.

I know people are failing to follow them because of the questions they ask.

Many questions asked show a lack of clarity.

Which means a lack of focus.

Which means a lack of direction, or strategy.

I'm going to make it simple for you, again.

In this document, I'll once again outline my 5-Daily Tasks you need to grow your business & create freedom rapidly (for those who don't know yet) and ALSO, I have a new way to ENFORCE these daily habits...

From now on, dedicate each day of the week to your 5 daily habits.

Because you don't need 'Motivation'.

You need rituals. Habits.

This will be your new SYSTEM to ensure you keep focused on the most critical 5 tasks to do every day if you want more clients, more money and more freedom.

So, here are the 5 daily tasks, and how we'll apply them each day:

## Daily Task #1: Lead Generation

Ask, "*How many leads (expressions of interest) did you get for your service / product yesterday / last week / last month?*" (pick one to track)

Write down the number of leads you generated on your white board, where you can always see it

Then ask, "What can we do TODAY to get more leads today / this week / this month?"

## Daily Task #2: Lead Conversion

Ask, "*How many leads did I convert into BUYERS for your service / product yesterday / last week / last month?*"

Write down the number of sales you generated on your white board, where you can always see it

Then ask, "What can we do TODAY to get more sales today / this week / this month?"

## Daily Task #3: Maximizing Client Value

Ask, "*Did I give more value and extract more value from my current list of clients today?*"

You can maximize client value in 3 ways:

### **1. Retention Value :**

How are you SYSTEMATICALLY boosting your clients RESULTS and / or EXPERIENCE (relationship with you) today?

Do you have a target goal of how many months you want to retain a client?  
Are you meeting it?

## **2. Upsell Value:**

What are you SYSTEMATICALLY offering to your clients that gives them more value today / this week / this month?

Do you have a target goal of upsell \$\$\$ you want to make this month? Are you reaching it?

## **3. Referral Value:**

How are you SYSTEMATICALLY gaining new referrals from your current clients today / this week / this month?

Do you have a target number of referrals you want to generate this month? Are you reaching it?

## **Daily Task #4: Create & Review Systems**

Take ONE task that is done repetitively in your business (from the first 3 Daily Tasks above) and turn it into a SYSTEM that can later be duplicated, outsourced or automated.

To be a system, the task be documented as a:

SCRIPT

TEMPLATE

CHECKLIST

VIDEO / AUDIO TUTORIAL

(Or a combination)

Add this to your Operations Manual (the book of 'how your business runs' if you had to leave tomorrow)

In 90 days or less your tasks should ALL be documented and then Daily Tasks 1, 2 and 3 are outsourceable.

With this new free time, you now focus your time on Daily Task #5.....

## **Daily Task #5: Content & Contacts**

Create awesome SOCIAL MEDIA content every day for your lists.

Every piece of content needs a call to action to take the next step (either join your FB group, or sign up to email list to get lead magnet, or PM you etc.)

At the same time, reach out to 3 influencers in your niche and start a relationship.

Your time is now spent as a 'brand ambassador' - creating social content (that is Raw, Relevant and Real) and reaching out to other people who have access to LEADS you want.

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